

**Stark County
Storm Water Management Program
For Years 2009 thru 2014**



Ohio EPA General Permit No. OHQ000002

**Ohio EPA Facility Permit Number
3GQ00120*BG**


Revised July 25, 2012

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Section II - Certification

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

 8/1/12

Thomas M. Bernabei - President Board of Stark County Commissioners

Section II - Introduction

The Federal Water Pollution Control Act, more commonly known as the Clean Water Act (CWA), is a comprehensive statute aimed at restoring and maintaining the chemical, physical and biological integrity of the nation's waters. Originally enacted in 1948, the CWA has been amended numerous times. In 1972 the CWA was again amended with the language of the original Act and subsequent amendments up to that time being replaced with new language entirely. The 1972 CWA gave the Environmental Protection Agency (EPA) authority to set effluent standards for all point source industries, including the offshore oil and gas extraction industry and included the requirement that the discharge of any pollutant to navigable waters of the United States from a point source is unlawful except through a National Pollutant Discharge Elimination System (NPDES) permit. In 1987, Congress again passed amendments to the CWA thereby establishing a program to regulate storm water discharge from non-point sources and named the EPA as the agency responsible for carrying out the requirements of this program.

In November of 1990, requirements developed by the EPA for Phase I of the NPDES permit were approved and signed into law by the Federal Government. Phase I named three types of activities to be regulated through NPDES permits to help reduce pollutant sources:

- Industrial facilities that fall into one of ten categories. Industrial facilities that fall into one of ten categories established by the EPA are required obtain permit coverage under a general permit or an individual permit, depending upon the facility's standard identification code and the industrial activity occurring at the facility.
- Construction activities that disturb five or more acres of land. Developers of such construction sites are required to obtain a general or an individual permit as well as develop and implement an approved site-specific erosion and sediment control plan.
- Municipal separate storm sewer systems (MS4s) serving populations of 100,000 or more based on 1990 census data. Each subject local government is required to develop and implement a Storm Water Management Program that met the requirements of the NPDES Phase I Permit.

In December of 1999, requirements developed by the EPA for Phase II of the NPDES permit were approved and signed into law by the Federal Government. These requirements built upon the existing Phase I requirements and required smaller communities, again called (MS4s), to be permitted. Smaller communities are defined as having a total population of more than 50,000, but less than 100,000 and a density of 1,000 persons per square mile based upon 2000 census data. Such a population density is within what is called an urbanized area. The Phase II rules also allowed the EPA to establish a MS4 if the community has a population of at least 10,000 and it determines that wet-weather flow discharges could cause an adverse impact on the quality of receiving waters. The Phase II rules also allowed the EPA to establish a MS4 if the community has a population of at least 1000 and it determines that the discharge of storm water from that community is contributing substantially to pollutant loading of a physically interconnected and regulated MS4. The Phase II rules also lowered the threshold for construction activities that disturb earthen areas from 5 acres to 1 acre.

In accordance with requirements of the Phase II rules, Stark County was designated by the Ohio EPA as a MS4 with the Board of County Commissioners being the responsible office for the county. Under the NPDES Phase II requirements, a MS4 is required to apply for a NPDES permit from the Ohio EPA by submitting either an individual permit or receive coverage under the Ohio EPA's general permit. Stark County elected to receive coverage under the Ohio EPA's general permit because of this process being less time consuming and costly than developing and obtaining approval for an individual permit. The NPDES permit pertains to only those areas of the County that are within an urbanized area.

In order to receive coverage under the general permit, a MS4 must develop a Storm Water Management Program that establishes Best Management Practices (BMPs) in the following six minimum measures:

1. Public Education and Outreach on Storm Water Impacts. Establish and implement BMPs to educate the public about the impacts of storm water discharges on receiving waters and what individuals can do to prevent storm water pollution.
2. Public Participation and Involvement. Establish and implement BMPs, which give the public an opportunity to actually participate in both the development and implementation of a storm water program.
3. Illicit Discharge Detection and Elimination. Requires the MS4 to develop, implement and enforce BMPs to detect and eliminate illicit discharges to and/or from the conveyance system operated by the MS4. In addition, means of identifying and eliminating any contaminants being discharged must be developed and implemented.
4. Construction Site Storm Water Runoff Control. Requires the MS4 to develop, implement and enforce BMPs to reduce pollutants in any storm water runoff that discharges into the conveyance system operated by the MS4 from construction activities that result in a land disturbance of greater than or equal to one acre.
5. Post Construction Storm Water Management in New Development and Redevelopment. Requires the MS4 to develop, implement and enforce BMPs that prevent or minimize water quality impacts from new development and redevelopment projects that discharge into the conveyance system operated by the MS4. Projects which disturb land areas greater than or equal to one acre must be addressed.
6. Pollution Prevention and Good Housekeeping for Municipal Operations. Requires the MS4 to develop and implement an operations and maintenance BMPs that prevent or reduce pollutant runoff from facilities the MS4 operates. Training of employees on how to prevent or reduce storm water pollution from maintenance activities included.

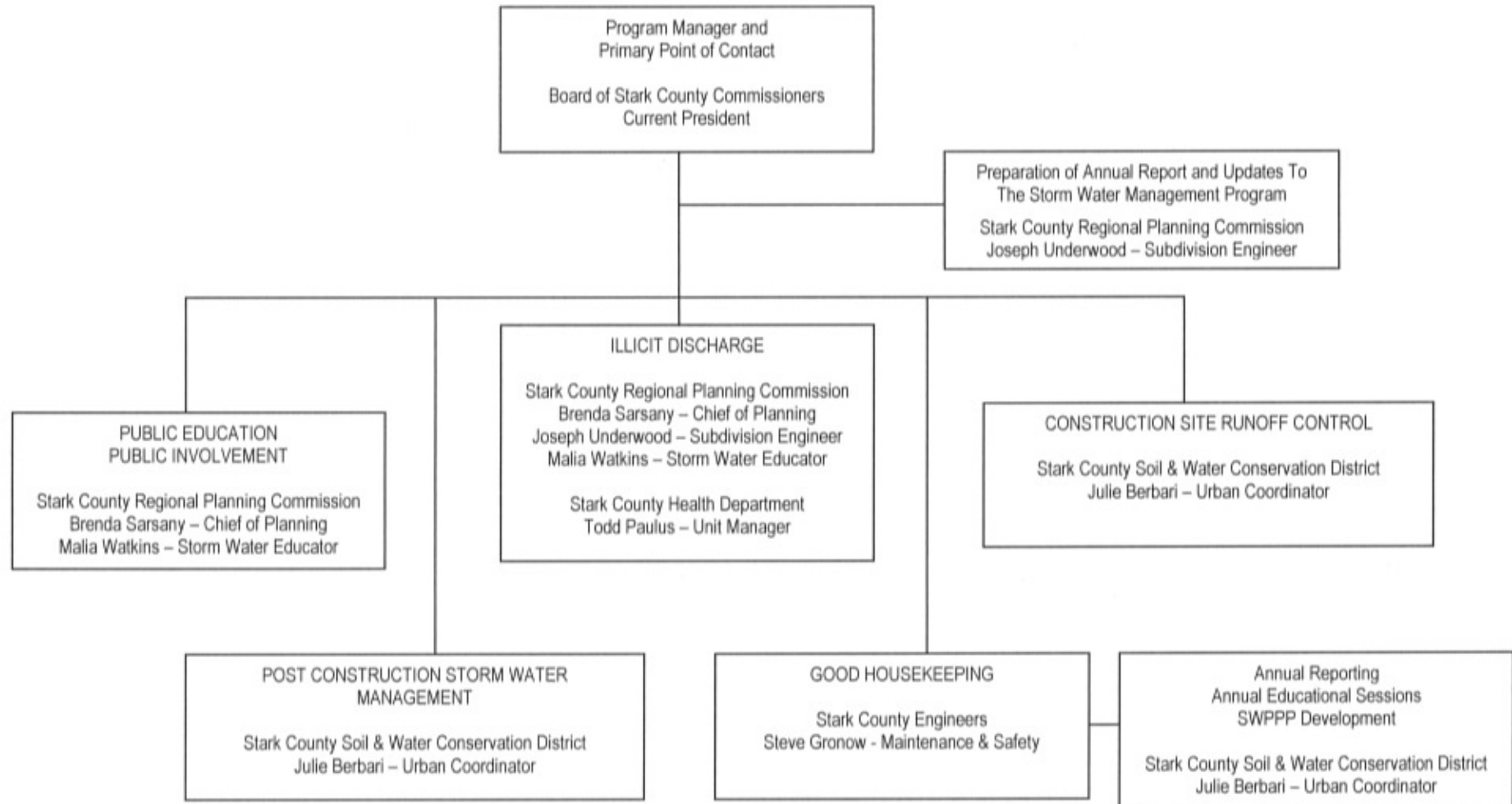
Stark County submitted their initial Storm Water Management Program to the Ohio EPA on March 10, 2003 and received coverage under the Ohio EPA's NPDES General Permit No. OHQ000001, which was effective for the calendar years of 2003 thru 2008. The initial program underwent several modifications with some of the revisions being required by the Ohio EPA and some of the revisions made by the County to help make the program more effective and easier to manage. This current Storm Water Management Program reflects those modifications. This Storm Water Management Program is for coverage under the Ohio EPA's NPDES General Permit No. OHQ000002, which is effective for the calendar years of 2009 thru 2014.

The various BMPs in the six minimum measures of the County's Storm Water Management Program are being implemented as follows:

1. BMPs in the Public Education and Outreach on Storm Water Impacts category are implemented by the Stark County Regional Planning Commission through an agreement with the Board of Stark County Commissioners.
2. BMPs in the Public Participation and Involvement category are also being implemented by the Stark County Regional Planning Commission through the same agreement with the Board of Stark County Commissioners.
3. BMPs in the Illicit Discharge Detection and Elimination category are implemented by the Stark County Regional Planning Commission through an agreement with the Board of Stark County Commissioners and by the Stark County Health Department as required by state law.
4. BMPs in the Construction Site Storm Water Runoff Control category are implemented by the Stark County Soil & Water Conservation District through an agreement with the Board of Stark County Commissioners.
5. BMPs in the Post Construction Storm Water Management in New Development and Redevelopment category are also being implemented by the Stark County Soil & Water Conservation District through the same agreement with the Board of Stark County Commissioners as stated in the previous item 4.
6. BMPs in the Pollution Prevention and Good Housekeeping for Municipal Operations category are implemented by the Stark County Engineer's office through an agreement with the Board of Stark County Commissioners.

In the sections that follow, detailed information is given for each of the BMPs, which comprise Stark County's current Storm Water Management Program. Also, in accordance with requirements of the General Permit, Stark County will submit an annual report and permit fee to the Ohio EPA by April 1st of each year that the General Permit is in effect. The annual report gives the status of the program's compliance with the General Permit and other information on the previous year's activities for each BMP.

STARK COUNTY STORM WATER MANAGEMENT PROGRAM TABLE OF ORGANIZATION



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Section IV - Public Education and Outreach on Storm Water Impacts

BMP No. 1 – Community Education

Responsible Party - The Stark County Regional Planning Commission

Designated employees of the Stark County Regional Planning Commission (SCRPC) will implement a multi-faceted community outreach program to better coordinate all aspects of Stark County's education and outreach program. A number of outreach efforts have been selected to better educate different target audiences through this BMP, including the following:

- Spring Radio Awareness Campaign with advertisements on 101.7 WHOF FM, which has rapidly grown to be one of the top stations in the Stark County area. These advertisements will be scheduled for the time of year when residents are thinking about yard care, gardening, and general home activities that impact storm water. The goal is to run at least 150 60-second advertisements during the spring months of each year.
- Print storm water related articles in the SCRPC newsletter and The Stock Pile newsletter, and the SCRPC's website. The goal is have an article related to storm water quality in each of these publications at least four times each year.
- Expand upon the storm water related articles currently published and print an article or advertisement in the BIA newsletter and The Canton Repository newspaper. The goal is to provide an article and/or advertisement to these publications at least once each year.
- Create various brochures and handouts related to storm water quality for distribution at the local libraries, schools, building departments, and public events, as well as through mailings. The goal is to create and distribute one new localized brochure in 2009.
- Offer a booth related to storm water quality to be displayed at local fairs or expos. Informational brochures will available to the public at this booth covering such topics as natural alternatives to household chemicals, rain barrels, rain gardens, and other storm water issues. The goal is to have a booth displayed at a minimum of two local fairs or expos each year.
- Inform individuals and groups on how they can become involved with the program through press releases, website, email list, and letters sent to clubs and civic organizations.
- Target audiences will be homeowners and the general public. Homeowners are the target for 2009 in keeping with our theme of "things you can do around the house" to help protect storm water. We will be contacting various organizations that would have an interest/impact with commercial, industrial, and institutional entities. Additional audiences will be included as future themes are developed.
- Target pollutant sources are litter, lawn fertilizers/pesticides, oil, soap, etc.
- Outreach strategy to reach the audiences will be billboards, radio, newspaper, brochures, workshops and presentations. Each year we expect to reach the following number of people through each medium:

Radio- 45,500

Billboards – 4,100 per billboard with at least 6 billboards

Newspaper – 140,000

Workshops/presentations - 100

Brochures - Approximately 2000
Newsletter articles - Approximately 500

Each year the total would be approximately 212,700 people.
The total for the permit term would be roughly 1,063,500 people.

The number, dates, and types of various advertisements, articles published, booths displayed, brochures distributed, etc. will be tracked and reported on annually.

BMP No. 2 – Classroom Education
Responsible Party – Stark County Regional Planning Commission

Designated employees of the Stark County Regional Planning Commission (SCRPC) will implement as well as promote various classroom educational programs related to storm water quality throughout the county, including the following:

- Implement a Billboard Contest and Awareness Campaign. Storm water educational brochures/invitations will be issued to students in the middle and high schools' art classes throughout Stark County. Students will be given the opportunity to submit an entry for a billboard advertisement related to storm water quality. The top six entries will be selected with the winners announced in press releases as well as in the SCRPC's quarterly newsletter. The six winning entries will become six actual billboard advertisements put up at various locations throughout Stark County. The goal is to receive a minimum of 50 entries per year and place six billboards.
- Distribute storm water quality educational posters to all of the schools throughout Stark County. The goal is to distribute enough posters each year so that they are displayed in a minimum of 500 classrooms.
- Conduct educational presentations related to storm water quality to secondary students and adults throughout Stark County. The goal is to conduct a minimum of 12 presentations per year to various civic organizations, garden clubs, etc.
- Promote and assist with the various educational programs put on by Stark Parks, Stark County Soil & Water Conservation District, and Stark County Health Department each year.
- Press releases and various types of advertisements will be used to promote all of the programs listed.

Each program or presentation will be tracked and reported on annually.

Section V - Public Involvement and Participation

BMP No. 1 – Citizen Input Initiative

Responsible Party – Stark County Regional Planning Commission

Designated employees of the Stark County Regional Planning Commission (SCRPC) will implement as well as promote public involvement in the County's Storm Water Management Program including the following:

- A web-based survey on storm water related issues will be on the Stark County Regional Planning Commission's (SCRPC) web site. This survey will be promoted in SCRPC's quarterly newsletter, press releases, and various meetings. It is a continuation of the survey already on the website. It will be updated adding a comment section for ideas and suggestions asking the public if they would attend a forum or be interested in a PIPE Committee. The goal is to receive a minimum of 100 responses to the survey each year with input on our program.
- Provide a rain garden training and create one rain garden. The goal is conduct a presentation on rain gardens and with the help of volunteers, place one at a local park in 2010.
- Form Public Involvement and Public Education (PIPE) Committee and hold quarterly meetings to review other agencies BMP's and coordinate programming. The Committee will share brochure and advertising programming and costs. The Committee will also coordinate the yearly themes county-wide, storm drain stenciling, article library for all to draw from, links to each other's sites, and staffing of booths at events. The goal is invite the public to participate by giving input on plans and programming.
- The goal for reaching target audiences is to send brochures and articles to the following groups to be placed in their newsletters: environmental groups (Wilderness Center, Audubon Society, Stark Parks, etc.); commercial groups (the BIA -Building Industry Association); and low-income persons (The Stock Pile –a building materials reuse warehouse).

The number of surveys and input received will be tracked and reported on annually. The number of PIPE Committee meetings and coordinated programming will be reported on annually.

BMP No. 2 – Water Cleanups

Responsible Party – Stark County Regional Planning Commission

Designated employees of the Stark County Regional Planning Commission (SCRPC) will work with the Northeast Four County Planning Organization (NEFCO) and public volunteers in implementing and promoting the following:

- Nimishillen Creek Watershed Partners is a voluntary group consisting of Nimishillen Creek stakeholders with the common goal of restoring and protecting the overall health of Nimishillen Creek. A diverse 15 member Core Committee meets on a regular monthly basis to discuss watershed activities and plan future events as well as directing the group's activities. Activities include the Nimishillen Creek LEAP (Litter, Elimination, Awareness, and Prevention) events where litter along the Nimishillen Creek is removed through volunteers' efforts and educational materials are provided on various watershed issues.

- Sponsor a cleanup with the help of volunteers to pick up litter along the Canal in Canal Fulton and the Zimber Ditch Detention Basin, etc. Take the opportunity to give a brief presentation to the volunteers as well as distribute educational materials on various watershed issues. The goal is to participate in a minimum of at least one cleanup each year with at least 12-15 volunteers participating with the first one to be scheduled for the spring of 2010.

The number of meetings, activities, participants, amount of litter collected, etc. will be tracked and reported on annually.

Section VI - Illicit Discharge Detection and Elimination

Rationale Statement

According to the 2000 National Water Quality Inventory, a biennial summary of State surveys of water quality, approximately 40 percent of surveyed U.S. water bodies are still impaired by pollution and do not meet water quality standards. A leading source of this impairment is polluted runoff. Phase II is intended to further reduce adverse impacts to water quality and aquatic habitat by instituting the use of controls on the unregulated sources of storm water discharges that have the greatest likelihood of causing continued environmental degradation.

The federal Water Pollution Control Act (also referred to as the Clean Water Act) that was enacted in 1972 provides that, except in compliance with the Clean Water Act, the discharge of any pollutant to waters of the United States by any person shall be unlawful. The Phase II program requires operators of MS4s in urbanized areas and operators of small construction sites, through the use of NPDES permits, to implement programs and practices to control polluted storm water runoff.

In order to fulfill the EPA's requirements, the Stark County Health Department has developed an Illicit Discharge Detection and Elimination Program on behalf of contracted MS4's to detect and eliminate cross-connections, dumping of wastes, or other non-storm water discharges not authorized by a separate NPDES permit. This program includes five BMP's with measurable goals which are as follows:

BMP No. 1 – Ordinance or Other Regulatory Mechanism

Responsible Party – Board of Stark County Commissioners

A Stark County Assistant Prosecuting Attorney found that the County could not legally adopt an illicit discharge ordinance. In lieu of such an ordinance, an Illicit Discharge Detection and Elimination Flow Chart was developed and will be utilized to direct enforcement activities. See Appendix C for a copy of the Illicit Discharge Detection and Elimination Flow Chart. When applicable, illicit discharge complaints are forwarded to the Stark County Health Department for enforcement and abatement to the extent allowable under ORC 3707.01 and other applicable laws through its' nuisance program. See Appendix D for a copy of the Stark County Health Department's nuisance policy. Otherwise, the Illicit Discharge Detection and Elimination Flow Chart is utilized to ensure that proper enforcement is implemented.

BMP No. 2 – Storm Water Conveyance System Map

Responsible Party – Board of Stark County Commissioners

The County's Subdivision Engineer completed the mapping of the storm water conveyance systems that are owned and operated by the County and which are located within the designated urbanized areas in 2011. This mapping was prepared using the ArcGIS computer software in conjunction with the county's geographic information system (GIS) data base. The map is kept up to date as revisions or upgrades to any storm water conveyance system are completed.

BMP No. 3 – HSTS Mapping and List
Responsible Party – Stark County Health Department

The HSTS map and list were completed in 2008. The following methodology was used to produce the list and map. All available sewage system records in the urbanized area were entered into the Health Department's computer database (HDIS – Health Department Information Systems). This produced the HSTS list. Upon completion of the list, the relevant data was exported from HDIS and geo-coded in ArcGIS Desktop computer software. During this process, the sewage system data was linked to the County's master address list, which contains GPS coordinates to every driveway. The HSTS's were then mapped using these GPS coordinates with the assumption being that the GPS coordinates of the driveways are suitable estimates for the outfall locations. As the storm water conveyance system map is completed, the conduits in which each system discharges will also be known. To keep the map up-to-date, new discharging systems permitted with NPDES permits are added to the list when a permit is issued. They are added yearly to the map, along with any additional systems found during field inspections. (NPDES permits were issued by the OEPA since January 2007.) Once every five years, the HDIS database will be exported and a new overall map produced. This map includes discharging and non-discharging systems.

BMP No. 4 – IDDE Plan
Responsible Party – Board of Stark County Commissioners

- 1) Detection: Illicit discharges are detected through the following: dry weather field screenings of outfalls, HSTS operational inspections required by County Sewage Regulations and through the Stark County Health Department's Nuisance program.
 - a. Outfall screening: Visual inspections are made of each outfall at least once during every 5-year permit period. Documentation of each outfall screening shall be kept and maintained.
 - b. Should any suspect flows be observed, a nuisance investigation form shall be filed with the Stark County Health Department, who will perform chemical and/or biological tests to determine if an illicit discharge exists. For illicit discharges other than sewage, the Ohio EPA is notified. Documentation of each nuisance investigation shall be kept and maintained as well as what if any remediation was found necessary.
 - c. Operational inspections: Operational inspections are required by County Regulations whenever a building permit is issued and at the time of the property transfer. In addition, a new aeration system operation and maintenance program was implemented in 2012 that requires the owner of an aeration system to maintain a service contract for the life of the system with a registered service provider. Each year a report of the operational inspections conducted in the County is prepared by the Stark County Health Department for incorporation in the Ohio EPA report.
 - d. Public reporting of illicit discharges: Illicit discharges of sewage can also be reported by the public to the Stark County Health Department during normal business hours or its' emergency phone number, where a sanitarian is on call twenty-four hours a day, seven days a week. Depending on the nature of the discharge, an inspection is conducted immediately or on the next business day. For illicit discharges other than sewage, the Ohio EPA is notified. Documentation of each nuisance investigation shall be kept and maintained as well as what if any remediation was found necessary.

- e. Priority areas: Some areas have a higher likelihood of HSTS's failure. Identifying these areas is beneficial to focus detection efforts. These areas were located and mapped using GIS data analysis (See map appendix E). Records review and sampling is conducted as needed to aid in determining the priority status of an area. The Cuyahoga County guidance document entitled "Illicit Discharge Detection and Elimination Manual", in Chapter 3, makes recommendations for determining priority areas. Generally the Stark County Health Department uses the criteria given in the next section to determine the best course of action.
- 2) Elimination: Enforcement authority for most illicit discharges is already delegated to the Board of Health under sections of the Ohio Administrative Code, Ohio Revised Code and the Stark County Sewage Treatment System Regulations. These sewage regulations can be viewed or downloaded from the web site: <http://www.starkhealth.org/pdfs/Stark%20County%20STS%20Regualtions.pdf>
- a. Single system/small-scale STS failure: Outfalls, nuisances, or HSTS inspections indicating septic system failures are further evaluated to categorize them as either single system/small-scale failure or large scale/area-wide failure. When single system/small-scale failure is determined, source tracing begins immediately. Once the source(s) is found, enforcement action in accordance with the Stark County Health Department's nuisance policy is initiated. Accessibility to sanitary sewer is evaluated whenever sewer is within roughly ½ mile of the area.
 - b. Large-scale STS failure: Areas with large-scale failure (approximately ten or more failing systems) are reviewed for feasibility of extension of the sanitary sewer. The following criteria are used to prioritize area-wide failure: public health or environmental significance (surface or ground water pollution); urbanized Phase II area; failure rate; complaints; proximity to an existing sewer; technical and/or financial feasibility; number of households (> or < 50); property owner's and political leader's support or lack of support and/or existing petitions. In addition, a "top ten" list of areas that are of public health concern has been prepared and should be considered for extension of sanitary sewer. This list includes both urbanized and un-urbanized areas of the County. Upon determining which areas are likely to be sewerred within the next 5 to 10 years, mechanisms of requiring the sewer's installation and connection are also determined, whether by a petition process or enforcement under ORC 6117. Those areas unable to be served by sewer must install replacement sewage treatment systems.
 - c. Other illicit discharges: Suspicious discharges other than sewage are further evaluated by County personnel to detect illicit connections. If detected and the Stark County Health Department lacks statutory authority, the Illicit Discharge Enforcement Flow Chart (See Appendix C) is used for enforcement.
 - d. IDDE Public Education: The Stark County Regional Planning Commission (SCRPC) has an agreement with the Board of Stark County Commissioners to handle the IDDE Public Education requirements. Below are some of the venues used to educate and inform residents and public employees on the hazards associated with illicit discharges and improper waste disposal:
 - i. Township, village, city and county newsletters are used to communicate storm water articles with the general public. SCRPC creates articles for the county in their quarterly newsletter. A township, village, or city can create their own articles or request an article from the SCRPC. In addition, all of these entities are encouraged to place articles and information on their websites. Copies of newsletters are maintained in a file at the Stark County Health Department to ensure that educational efforts are not being duplicated.

- ii. SCRPC will have presentations available for schools, businesses and public organizations This includes age-specific handouts, videos, word-searches, coloring pages, etc.
- iii. SCRPC will also create a new brochure where illicit discharges and proper waste disposal will be the focus.
- iv. Other forms of educating residents are currently in place (billboards, radio ads, brochures, etc.), however illicit discharges will be included in the various themes and messages.

BMP No. 5 – Dry Weather Screening of Outfalls

Responsible Party – Board of Stark County Commissioners

The County's Subdivision Engineer performs the dry weather screening of all outfalls that are owned and operated by the County and that are located within the designated urbanized areas. All outfalls are included as part of the County's storm water conveyance system map, which is noted in previous BMP No. 2. A minimum of 20% of the outfalls are visually inspected annually. An inspection log of each outfall screened is kept. A Nuisance Report is filed with the Stark County Health Department should there be a flow from an outfall that appears suspicious as being or containing a possible illicit discharge. The Health Department then determines if the flow is an illicit discharge. If a sewage illicit discharge is determined, the Health Department takes the necessary corrective actions. If an illicit discharge is not from sewage, the Ohio EPA is notified. Documentation of each nuisance investigation shall be kept and maintained as well as what if any remediation was found necessary.

Procedures for Program Evaluation and Assessment:

Measurable goals have been developed to evaluate BMP effectiveness. The BMP's that have been selected are targeted to address existing water quality problems and prevent new water quality problems. In addition, the IDDE Program Evaluation Form (See Appendix F) is completed annually for each MS4.

Overall Management:

The current President of the Board of Stark County Commissioners is responsible for the overall management and implementation of the Phase II Stormwater Illicit Discharge Detection and Elimination Program.

BMP's and Measurable Goals:

The following table represents the BMP's and measurable goals that are the key components of the Stark County's Illicit Discharge Detection and Elimination Program:

BMP		Measurable Goals Status	Basis for Selection of Measurable Goals
1	Ordinance or Other Regulatory Mechanism	Implement an Illicit Discharge Detection and Elimination Flow Chart. See BMP No. 1.	Required by EPA to be completed by end of permit term

2	Storm Water Conveyance System Map	Completed. Continue to maintain and keep up to date.	Required by EPA to be completed by end of permit term.
3	HSTS Mapping and List	Completed. Continue to maintain and keep up to date.	Required by EPA to be completed by end of permit term
4	IDDE Plan	Track the implementation of the plan, and modify plan as necessary. Also track public education activities.	Required element per EPA
5	Dry-Weather Screening of Outfalls	Screen a minimum of 20% of outfalls each year. Track the number of illicit discharges found and the corresponding corrective actions taken.	Required by EPA for annual reporting

Section VII - Construction Site Storm Water Runoff Control

BMP No. 1 – Erosion and Sediment Control Legislation

Responsible Party - Stark County Soil & Water Conservation District

The Stark County Storm Water Quality Regulations were chosen as the mechanism to require erosion/sediment controls to be implemented at construction sites that disturb 1 acre or more of earthen area. These regulations were revised during the initial five year term of the NPDES General Permit No. OHQ00001. These revisions were prepared by a committee consisting of various local agencies, various engineering firm representatives, the local building industry association, and a representative from the Stark County Prosecutors office and made available for public review and comment on Stark Soil & Water Conservation District's web site before being adopted by the Stark County Board of Commissioners in January of 2008. The regulations are consistent with and meet or exceed the requirements given in the current Ohio Environmental Protection Agency General Construction Permit including disposal of solid, sanitary and toxic waste materials. A copy of the Stark County Storm Water Quality Regulations is available for printing and review on the Stark County Soil and Water Conservation District's web site www.starkswcd.org.

Success of this control measure will be evaluated by documenting the number of applicable sites in the county's jurisdiction that fall under these regulations as well as a yearly review of these regulations to insure they remain up to date with Ohio EPA standards and requirements.

BMP No. 2 – Sediment & Erosion Control Requirements

Responsible Party - Stark County Soil & Water Conservation District

Stark County's Storm Water Quality Regulations require Best Management Practice's (BMPs) to be installed on any project that will disturb 1 acre or more of earthen area or less than 1 acre if part of a larger common plan of development or sale. These requirements meet or exceed the standards given in the most current Ohio EPA General Construction Permit. There are various guides available that can be used for choosing appropriate BMPs, some of which are as follows:

- Ohio Rainwater and Land Development Manual
- Ohio Standards for Storm Water Management & Land Development and Urban Stream Protection

Success of this control measure will be evaluated by reviewing the regulations annually and revising them as required or needed.

BMP No. 3 – Public Complaint Procedures

Responsible Party - Stark County Soil & Water Conservation District

Procedures have been developed to address public complaints and/or comments pertaining to erosion/sediment control problems. A copy of the complaint procedures and the complaint form are available for printing and review on the Stark County Soil and Water Conservation District's web site www.starkswcd.org. All complaints are responded to by a site visit, letter and/or phone call in accordance with the complaint procedure.

Success of this control measure will be evaluated by documenting the number of complaints received and how they were addressed.

BMP No. 4 – Site Plan Review

Responsible Party - Stark County Soil & Water Conservation District

Sites proposed for development that will disturb 1 acre or more of earthen area or less than 1 acre if part of a larger common plan of development or sale requires the developer to submit a Storm Water Pollution Prevention Plan for review and approval. Preliminary reviews are conducted monthly at the Stark County Regional Planning Commission's meeting. A Storm Water Pollution Prevention Plan for proposed road projects must be submitted by the County Engineers Office if they meet the acreage requirements. In addition, a Storm Water Pollution Prevention Plan within the designated urbanized area of the County is reviewed for potential water quality impacts by performing a site visit and investigated through the use of soil, wetland, flood plain, and watershed maps. A copy of the Storm Water Pollution Prevention Plan check list and the Storm Water Pollution Prevention Plan submittal requirements are available for printing and review on the Stark County Soil and Water Conservation District's web site www.starkswcd.org.

Success of this control measure will be evaluated by documenting the number of Storm Water Pollution Prevention Plans reviewed and approved.

BMP No. 5 – Site Inspection Procedures

Responsible Party - Stark County Soil & Water Conservation District

Following the initial inspection of erosion and sediment control practices by the Developer's delegated representative, regular inspections are performed by the Stark County Soil and Water Conservation District's staff as outlined in the Stark County Storm Water Quality Regulations. All active sites are inspected twice a week with inactive sites inspected monthly and non-compliant sites inspected weekly. Environmental conditions, sensitive areas or watersheds with a completed Total Maximum Daily Load report may require more frequent inspections. Inspections follow the guidelines given in Ohio EPA's General Construction Permit and Stark County Storm Water Quality Regulations. Inspection check lists are available for review and use on Stark County Soil and Water Conservation District's web site.

Success of this BMP will be evaluated by documenting the number of sites inspected and the frequency of inspections.

BMP No. 6 – Enforcement Mechanism and Procedures

Responsible Party - Stark County Soil & Water Conservation District

A Notice of Violation process is used to address enforcement of existing regulations. A copy of this procedure is available for printing and review on the Stark County Soil and Water Conservation District's web site www.starkswcd.org. This process requires a Notice of Violation letter be sent to the Developer, which details the deficiencies and a 30 calendar day time period to correct the deficiencies. Non-compliant sites are inspected weekly at an additional fee of \$45.00 per hour until the site is in compliance. Immediate stop work orders can be issued by the Stark County Prosecutor's office for the following reasons:

- Soil disturbing activities without an earth disturbance permit.
- Soil disturbing activities without an approved Storm Water Pollution Prevention Plan.
- Soil disturbing activities without an Ohio EPA National Pollution Discharge Elimination System Permit.
- Soil disturbing activities occurring without a preconstruction meeting having been conducted.

Success of this control measure will be evaluated by documenting the number of violation letters issued and how each non-compliant site was addressed.

Section VIII - Post Construction Storm Water Management in New Development and Redevelopment

BMP No. 1 – Storm Water Quality Post Construction Requirements Legislation Responsible Party - Stark County Soil & Water Conservation District

The mechanism chosen to address water quality post construction was the Stark County Storm Water Quality Regulations. Section II of these regulations address requirements pertaining to post construction water quality. These regulations were revised during the initial five year term of the NPDES General Permit No. OHQ00001. These revisions were prepared by a committee consisting of various local agencies, various engineering firm representatives, the local building industry association, and a representative from the Stark County Prosecutors office and made available for public review and comment on Stark Soil & Water Conservation District's web site before being adopted by the Stark County Board of Commissioners in January of 2008. The regulations are consistent with and meet or exceed the requirements given in the current Ohio Environmental Protection Agency General Construction Permit. A copy of the Stark County Storm Water Quality Regulations is available for printing and review on the Stark County Soil and Water Conservation District's web site www.starkswcd.org.

Success of this BMP will be evaluated by reviewing the regulations annually and revising them as required.

BMP No. 2 – Storm Water Quality Post Construction Requirements Responsible Party - Stark County Soil & Water Conservation District

Storm water quality post construction is addressed in the current Stark County Storm Water Quality Regulations. These regulations pertain to the treatment of storm water runoff from developed sites for the first $\frac{3}{4}$ inch of rainfall from a 24 hour rain event. Any earthmoving project that disturbs 1 acre or more of earthen area or less than 1 acre if part of a larger common plan of development or sale is required to incorporate appropriate water quality post construction measures. Acceptable structural BMPs are based on the most current Ohio EPA water quality practices. Appropriate practices will be designed based upon specific site conditions, watershed area, site soils and the receiving stream or ditch. Design criteria must follow the Ohio Environmental Protection Agency General Construction Permit and the Stark County Storm Water Quality Regulations. Construction of road projects and road improvement projects may use post construction practices that comply with the current edition of the Ohio Department of Transportation's Location and Design Manual Volume 2 Drainage Design. Requirements pertaining to the conveyance of and volume control of storm water runoff is given in the Stark County Subdivision Regulations and reviewed by the County's Subdivision Engineer.

In addition, riparian setbacks will be researched as a possible nonstructural water quality BMP as well as conservation development. Also, a low impact development ordinance has been drafted and is under review for adoption by interested MS4s in Stark County.

Success of this control measure will be evaluated annually by documenting the number of sites that require water quality post construction. Also, riparian setbacks, conservation and low impact development ordinances adopted will be noted.

BMP No. 3 – Site Plan Review Procedures

Responsible Party - Stark County Soil & Water Conservation District

A Storm Water Pollution Prevention Plan (SWPPP) must be approved prior to any site starting earthwork for any project that disturbs 1 acre or more of earthen area. Such a SWPPP must include storm water quality post construction BMPs. Reviews for road projects are submitted by the County Engineers Office if the project meets the acreage requirements. A copy of the procedure for plan submittal and check list are available for printing and review on the Stark County Soil and Water Conservation District's web site www.starkswcd.org.

In addition, education workshops will be offered on an annual basis encompassing a variety of water quality topics and will be posted in the Stark County Soil and Water Conservation District's newsletter and web site.

Success of this control measure will be evaluated by documenting the number of applicable sites requiring post construction BMPs and the number of plans reviewed. Also the number of attendees at each of the workshops held will be documented.

BMP No. 4 – Site Inspection Procedures

Responsible Party - Stark County Soil & Water Conservation District

Designated staff members will oversee the review and inspection of all storm water quality post construction BMPs as listed in the Ohio EPA's General Construction Permit. An Individual Memorandum of Understanding outlines the extent of these inspections. Underground structures will be inspected and maintained by the party listed in the Long Term Maintenance Plan with reports sent to Stark County Soil & Water Conservation District staff for review.

Success of this control measure will be evaluated by documenting the number of inspections completed annually of post construction storm water quality BMP's.

BMP No. 5 – Enforcement Procedures

Responsible Party - Stark County Soil & Water Conservation District

Designated staff members will be responsible for informing the responsible party of any deficiencies of a water quality practice as well as the MS4 operator. The MS4 Operator will be responsible for enforcing any maintenance concerns noted. Other enforcement options will be investigated over the permit term to ensure maintenance compliance.

Success of this control measure will be evaluated by documenting the number of violation letters sent, the number of enforcement sites and how each violation was resolved.

BMP No. 6 – Long Term Operation and Maintenance Plans and/or Agreements
Responsible Party - Stark County Soil & Water Conservation District

Long term maintenance is required for any structural and non structural BMP per the Ohio EPA's General Construction Permit and the Stark County Water Quality Regulations. Maintenance requirements, inspection frequency and name and number of the responsible party must be included in the long term operation & maintenance plan. Example plans are available on Stark County Soil & Water Conservation District's web site. The long term maintenance requirements are given in the regulations as well as on Stark County Soils & Water Conservation District's web site. Inspections will be completed by Stark County Soil & Water Conservation District's staff through a Memorandum of Understanding (MOU) with the county.

Success of this control measure will be evaluated by documenting the number of sites requiring long term maintenance plans and number of plans approved annually.

Section IX - Pollution Prevention and Good Housekeeping for Municipal Operations

BMP No. 1 – Employee Training Program

Responsible Parties - Stark County Engineers Office, Stark County Sanitary Engineers Office and Stark County Soil & Water Conservation District

Develop a yearly employee training program for the County and Sanitary Engineer's employees to prevent and reduce storm water pollution from county highway maintenance operations such as: ditching, fleet maintenance, new construction and storm water system maintenance.

The success of this best management practice will be evaluated by documenting the number employee's who attend the workshops, a copy of the agenda and any materials used for the training.

BMP No. 2 – Public Facilities Operation, Maintenance & Storm Water Pollution Prevention Plans

Responsible Parties - Stark County Engineer and Stark County Soil & Water Conservation District

- Establish facilities requiring a storm water pollution prevention plan (SWPPP) and develop a SWPPP to reduce or eliminate pollutants from these facilities. The success of this part of the BMP will be evaluated by listing all facilities that require a SWPPP and documenting the number of SWPPP's developed.
- Develop and implement a program that describes maintenance activities and schedules as well as long term inspection activities for storm water controls and program. Operations include road maintenance, ditching, fleet maintenance, new construction and storm water system maintenance. The success of this part of the BMP will be evaluated by documenting the inspections performed, number of storm sewers and catch basins cleaned and any corrective actions taken that were required.
- Improvements and/or additions to any county highway drainage system will be documented and added to the inventory of such facilities within the designated urbanized areas. The success of this part of the BMP will be evaluated by documenting any changes to the storm water conveyance system.

BMP No. 3 – County Highway/Streets Maintenance

Responsible Party - Stark County Engineer

- Road Salt: Road salt storage facilities and application methods will be evaluated to determine methods to minimize impacts to storm water runoff. Salt storage facilities will be evaluated to assess whether runoff from the area immediately surrounding the storage and salt truck loading areas can be modified to prevent any discharge of salt to adjacent surface waters. The success of this part of the best management practice will be evaluated by documenting the amounts of salt applied and ensuring proper salt storage at all facilities.

- Pesticide and Herbicide Usage-Inventory: The use of any pesticides and herbicides used within county road right-of-ways will be monitored. The success of this part of the best management practice will be evaluated by tracking the types and amounts of chemicals applied and verifying that the applicator's have up-to-date state certifications.
- Disposal and Storage of Waste: Will include such specific measures as storing materials away from high-traffic areas, storing containers on pallets or equivalent structures, implementing inspections for leaks and covering hazardous materials and the materials handling areas. The success of this part of the best management practice will be evaluated by quarterly site inspections and documenting all material is labeled and stored correctly.
- Spill response: Will include defining safety measures to be taken with each kind of waste, spill notification procedures and a description of procedures for containing, diverting, isolating, and cleaning up a spill. The success of this part of the best management practice will be evaluated by documenting any spills and how they were handled.
- Street Sweeping: Sweep each road maintained by the county at a minimum of once a year. County roads are normally swept in the spring after the salt has been applied for the last time. Success of this part of the best management practice will be documented by listing how many miles of roads are swept and how the waste material was disposed of.

BMP No. 4 – Flood Management Projects

Responsible Parties - Stark County Commissioners and Stark County Soil & Water Conservation District

Develop and implement a program to incorporate water quality controls in new flood management projects as well as evaluating the feasibility of additional water quality controls being incorporated into existing flood management projects. The success of this BMP will be measured by the number of projects reviewed and built that have incorporated water quality features and the number of existing flood control structures that have been modified for water quality.

APPENDIX A

Ohio EPA Issued Facility Permit No. 3GQ00120*BG



State of Ohio Environmental Protection Agency

STREET ADDRESS:

Lazarus Government Center
50 W. Town St., Suite 700
Columbus, Ohio 43215

TELE: (614) 644-3020 FAX: (614) 644-3184
www.epa.state.oh.us

MAILING ADDRESS:

P.O. Box 1049
Columbus, OH 43216-1049

6/19/2009

STARK COUNTY
JOSEPH E UNDERWOOD
110 CENTRAL PLAZA S # 240
CANTON

OH 44702

RE: Approval for coverage under Ohio EPA NPDES General Permit
STORM WATER ASSOCIATED WITH **SMALL MS4 NOI**

OHQ000002

odnr number:
if applicable

Dear Applicant:

The Ohio Environmental Protection Agency has received a Notice of Intent for coverage under the above referenced general permit for :

STARK COUNTY
110 CENTRAL PLAZA S, STE 240

County: STARK
City: CANTON

Ohio EPA Facility Permit Number: **3GQ00120*BG** Estimated Disturbed Acreage

This site/facility is approved for coverage under the above referenced Ohio EPA general permit. Please use your Ohio EPA facility permit number in all future correspondences.

Please familiarize yourself with your general permit. The permit contains requirements and prohibitions with which you must comply. Coverage remains in effect until a renewal general permit is issued and Ohio EPA has contacted you in writing about submitting a new NOI for continuing coverage.

For Coal Surface Mining Permittees enclosed are Monthly Operating Report (MOR) forms for your use.

Program contacts:

Construction : Mike Joseph at (614) 752-0782 michael.joseph@epa.state.oh.us
MS4 / Marina / Alt.Const : Jason Fyffe at (614) 728-1793 jason.fyffe@epa.state.oh.us
MS4 / Industrial : Anthony Robinson at (614) 728-3392 anthony.robinson@epa.state.oh.us
Industrial / Coal: John Morrison at (614) 644-2259 john.morrison@epa.state.oh.us

You may obtain current information and forms from our web site at:

<http://www.epa.state.oh.us/dsw/storm>

Thank you for your cooperation in this matter.

Sincerely,

Chris Korleski
Director

Ted Strickland, Governor
Lee Fisher, Lieutenant Governor
Chris Korleski, Director

APPENDIX B

Sharing Responsibility Agreements

Resolution

Distribution
Journal
RPC
File

Stark County Commissioners

Adopted 11/30/11

Subject

STORM WATER MANAGEMENT SERVICES

BERNABEI moved for the adoption of the following resolution which was seconded by FERGUSON:

WHEREAS, the Stark County Board of Commissioners is in need of services to comply with requirements related to storm water management; and

WHEREAS, the Board is desirous of using the services of the Stark County Regional Planning Commission (SCRPC) to provide these services for the citizens of Stark County; and

WHEREAS, this agreement shall be for the period of January 1, 2012 and ending December 31, 2012.

NOW, THEREFORE BE IT RESOLVED, that this Board of Commissioners hereby authorizes itself to sign for the subject services with the Stark County Regional Planning Commission, which is incorporated herein by reference and made a part hereof the same as though rewritten herein in full.

Upon roll call the vote resulted as follows:

Dr. Ferguson- yes

Mr. Bernabei - yes

Ms. Creighton - ABSENT

CERTIFICATE

I, the undersigned, hereby certify that the foregoing is a true and correct record of the action adopted by the Board of Stark County Commissioners.

Richard Flory

**AGREEMENT FOR STORM WATER
MANAGEMENT SERVICES**

This Agreement, entered into this 30th day of November, 2011 by and between the Board of Stark County Commissioners (hereinafter referred to as the "Board") and the Stark County Regional Planning Commission (hereinafter referred to as the "RPC")

WITNESSETH:

WHEREAS, the Board is in need of services to comply with the requirements of the Ohio Water Pollution Control Act as implemented by the Ohio Environmental Protection Agency; and

WHEREAS, it is required that a Public Education Program and Public Involvement/Participation Program be implemented to educate the public concerning the impact of storm water discharges on water bodies and the reduction of pollutants in storm water runoff; and

WHEREAS, it is required that this Board prepare an annual report for Stark County's Storm Water Management Program; and

WHEREAS, the RPC has the services of a professional engineer and other staff needed to provide the services as set forth within this agreement; and

WHEREAS, the Board is desirous of using the services of the RPC to provide these storm water management services for the citizens of Stark County.

NOW, THEREFORE, in consideration of the mutual promises as set forth herein, the parties hereto agree as follows:

1. The RPC agrees to provide the Board with storm water management services including, but not limited to, providing engineering services on projects as required by the Board.
2. The RPC will provide services related to the National Pollutant Discharge Elimination System (NPDES) and "small" municipal separate storm sewer system (MS 4) compliance, including the submission of the annual reports on behalf of the Board.
3. Additionally, the RPC will conduct the activities outlined under Sections 3.2.1 "Public Education and Outreach on Storm Water Impacts" and 3.2.2 "Public Involvement/Participation" of NPDES Permit No: OHQ000001 (see applicable sections attached).
4. The RPC, as called upon by the Board, and in furtherance of Environmental Protection Agency (EPA) regulations will provide the mapping of storm water discharge locations and sites.
5. The RPC will furnish to the Ohio Environmental Protection Agency any records as requested to determine compliance with the permitting requirements.
6. The RPC shall employ and compensate the persons necessary to provide the above-referenced functions. Such persons shall be appointed, supervised and in all matters be governed by the RPC and its personnel policies.
7. The Board agrees to pay to the RPC the following reimbursable expenses:
 - a. Direct hourly rate of employees engaged in the provision of the foregoing services based upon the established wages and salaries for such employees as adopted by the RPC.
 - b. Fringe benefits and indirect costs for Item A.

- c. All other direct expenses related to the provision of storm water management services.
- d. The RPC shall submit monthly invoices to the Board who will review, approve and process for payment.
- e. In the event that the Board's funding source for compliance with this Agreement ceases for any reason, the Board shall immediately notify RPC of said lack of funds, and this Agreement is terminated. The RPC will not be responsible for performing any further work pursuant to this Agreement, and the Board shall pay the RPC for the work completed to that date.

8. This agreement shall expire on December 31, 2012, and be renewed yearly.

9. The RPC will not discriminate against any employee or applicant for employment because of race, color, religion, sex, disability, age, ancestry, or national origin.

10. Either party may terminate this Agreement upon the giving of 90 days written notice to the other party of such termination.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the date and year set forth below.

STARK COUNTY REGIONAL
PLANNING COMMISSION

WITNESS:

Jill Huber

By:

Robert Sanderson
Robert Sanderson, President

Date Signed: 11-5-2011

BOARD OF STARK COUNTY
COMMISSIONERS

WITNESS:

Richard Flory

Dr. Peter Ferguson
Dr. Peter Ferguson, President

ABSENT
Janet Weir Creighton, Vice President

Thomas M. Bernabei
Thomas M. Bernabei, Member

Approved as to legal form and sufficiency

David A. Thorley
David A. Thorley, Attorney at Law

David M. Bridenstine, Senior Assistant
Stark County Prosecutor's Office

Resolution

Distribution
JOURNAL
RPC
FILE

Stark County Commissioners

Adopted May 23, 2012

Subject STORM WATER MANAGEMENT SERVICES

Creighton moved for the adoption of the following resolution which was seconded by Ferguson:

WHEREAS, the Stark County Board of Commissioners is in need of services to comply with requirements related to storm water management; and

WHEREAS, an Agreement for Storm Water Management Services for said services to be provided by the Stark County Regional Planning Commission (RPC) to the Board was approved as evidenced by a Resolution dated November 11, 2011 and said agreement is for the period of January 1, 2012 and ending December 31, 2012; and

WHEREAS, the Stark County Board of Commissioners is in need of additional services as set forth in the description thereof attached hereto in the following Exhibit "A" and is incorporated by reference herein as if fully rewritten; and

NOW THEREFORE BE IT RESOLVED, that this Board of Commissioners hereby authorizes the services described in the attached Exhibit "A" to be covered under the existing Agreement for Storm Water Management Services as approve on November 11, 2011 between the Board of Stark County Commissioners and RPC, which are incorporated herein by reference and made a part hereof the same as though rewritten herein in full.

Upon roll call the vote resulted as follows:

Mr. Bernabei - yes

Creighton - yes

Dr. Ferguson - yes

CERTIFICATE

I, the undersigned, hereby certify that the foregoing is a true and correct record of the resolution of said Board.

Richard Flory
Assistant Clerk of the Board



Stark County Regional Planning Commission

Stark County Area Transportation Study

201 3rd Street NE, Suite 201, Canton, Ohio 44702-1211

Phone: 330-451-7389

Fax: 330-451-7990

Website: www.rpc.co.stark.oh.us

May 18, 2012

Mr. Rick Flory, Budget/Property Manager
Stark County Board of Commissioners
110 Central Plaza South, Suite 240
Canton, OH 44720

Dear Rick:

As you requested, we have evaluated the Stark County Health Department's letter terminating their agreement with the Board of County Commissioners for performing certain requirements of the Ohio EPA NPDES General Permit OHQ000002. This work included the following:

1. Screening of County outfalls, which are points where storm water is discharged from a County owned and operated storm water conveyance system. Outfalls are to be inspected at least once during every 5-year permit period to help insure no pollutants are being discharged. There are currently 384 County outfalls.
2. Illicit Discharge Detection and Elimination Education Program – A number of different venues such as seminars, brochures, classes, newsletters, etc. are used to educate the general public, businesses and County employees on the hazards associated with illicit discharges and improper waste disposal.

As noted in the Health Department's letter, they will continue to perform those requirements of the permit that they are required to do by law.

If the Board desires, the Stark County Regional Planning Commission can perform the two areas of work noted above in accordance with our current "Agreement for Storm Water Management Services". This work would be a reimbursable expense covered under our existing agreement. If you want us to proceed with these services, please send an authorization letter that documents the RPC will be performing these services on behalf of the Commissioners in accordance with our existing agreement.

Thank you for your attention to this matter, and if you have any questions, please do not hesitate to contact my office.

Sincerely,

Robert Nau
Executive Director

Cc: Joe Underwood

COPY

Mutual Agreement for Technical Assistance Between Stark County Board of Commissioners and Stark County [Ohio] Soil & Water Conservation District

Upon this 19th day of JANUARY, 2010, this Memorandum of Understanding was entered into by and between Stark Soil & Water Conservation District, herein referred to as the District and the Stark County Board of Commissioners, herein referred to as the County. This Agreement will be administered for the County by the Stark County Engineer's Office for the Engineer's facility and by the Stark County Sanitary Engineering Department for the Sanitary facilities. This Memorandum will be effective for the permit term beginning on the date signed and ending when the permit expires in 1-29-2014.

Recognizing the need for effective relationships in carrying out their mandated responsibilities of the Ohio EPA NPDES Phase 2 Permit Section:

3.2.6. Pollution Prevention/Good Housekeeping for Municipal Operators (MCM 6)

The County and the District accept this agreement as the document, which describes the process for exchange. Cooperation between these two units of government facilitates solutions to problems encountered as it plans for development, conservation of its environment as well as water quality improvements per EPA's mandated requirements.

District Responsibilities:

1. Develop a Pollution Prevention/Good Housekeeping Program for the county facilities. List BMPs to meet OEPA's requirements and those responsible for implementing those BMPs. Create a flow chart to indicate responsible parties.
2. Review and inspect all county maintenance facilities that fall under 40 CRF 122.26(b)(14) and if necessary, develop a Storm Water Pollution Prevention Plan for the Engineers Office or Sanitary Office to implement.
3. Compile information submitted from the County Engineer and Sanitary Engineering offices for the yearly report required for the County Storm Water Management Program at the end of every year relating to the MCM 6. The District will also send quarterly reminders to ensure compliance is being met.
4. The District will provide one training/ workshop per year pertaining to the prevention and/or reduction of storm water pollution from activities such as open space, erosion sediment control for new construction and land disturbances, post construction water quality maintenance, fleet and building maintenance and storm system maintenance and/or other related good housekeeping items.

County Responsibilities:

1. Ensure the work outlined in the Storm Water Management Program and Pollution Prevention/Good Housekeeping SWPPP is implemented by the responsible parties listed under each BMP.
2. Ensure information is supplied annually as needed for the District to complete the yearly reports under MCM 6. The county recognizes that the District is not responsible for any work not completed by responsible parties listed under MCM 6 BMP's.

Responsibilities of Both:

1. The District will meet annually with the County Sanitary Engineering Department and the Engineer's Office to review the effectiveness of the program, coordinate individual and joint progress and exchange information or make any necessary changes to MCM 6 or the Storm Water Pollution Prevention Plans.
2. The County will offer the District a yearly conservation appropriation in the amount of \$10,000 for/yr one and a set rate of \$3500.00 per/year for the remaining permit term. These appropriations will be billed in January of each year and must be paid within 60 days of receipt.
3. This agreement may be amended or terminated at any time by mutual consent of both parties or unilaterally terminated by either party giving sixty (60) days notice in writing to the other.

<p>All services of the District, ODNr and the USDA Natural Resources Conservation Service are offered on a non-discriminatory basis without regard to race, color, national origin, religion, age, marital status or handicap.</p>
--

In witness thereof, this Agreement executed and agreed to on the 20 day of January, 2010.

Stark County Board of Commissioners

By Todd Bosley
Todd Bosley, Commissioner

By Peter Ferguson
Peter Ferguson, Commissioner

By Steve Meeks
Steve Meeks, Commissioner

Date 1/20/10

Stark Soil & Water Conservation

By Jim Halter

Title Chairman

Date 1-19-10

STARK COUNTY ENGINEER

Keith A. Bennett, P.E., P.S.

5165 Southway Street, S.W.
Canton, Ohio 44706-1998
Phone (330) 477-6781
Fax (330) 477-3926



March 2, 2010

The Board of Stark County Commissioners
110 Central Plaza S.
Canton, Ohio 44702

RE: Minimum Control Measure 6-Pollution Prevention/Good Housekeeping
County Engineer Facility – 5165 Southway St. SW and MCM 6

Dear Commissioners,

The Stark County Engineers Office is aware of its obligation to complete the Best Management Practices outlined in the Stark County Storm Water Management Program as listed under Minimum Control Measure 6: Pollution Prevention/Good Housekeeping and will complete the items and submit information as required to the best of our ability.

Sincerely,

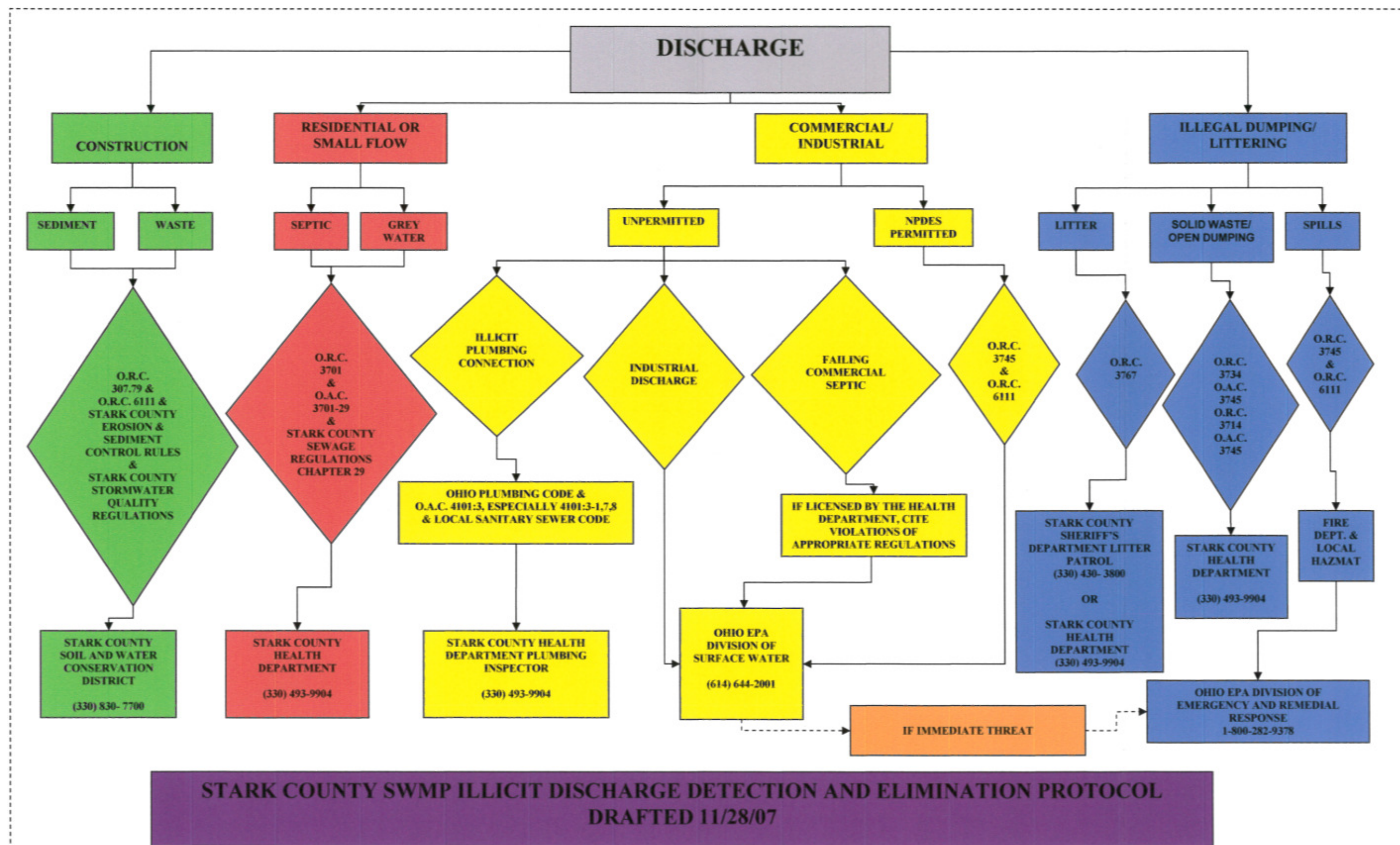
A handwritten signature in black ink, appearing to be "Keith Bennett".

Keith Bennett P.E. P.S.
Stark County Engineer

CC: Julie Berbari Stark SWCD
Gary Connor
Steve Gronow
Dave Torrence

APPENDIX C

Illicit Discharge Detection and Elimination Flow Chart



APPENDIX D

Stark County Health Department Nuisance Policy

The Stark County Health Department Nuisance Policy

Phase II Storm Water Discharges and Spills

It is important to clearly understand the different types of illicit discharges so that individuals can take the necessary steps for elimination. This includes frequency of discharge and surrounding land use issues. Per the Cuyahoga County Illicit Discharge Detection and Elimination Manual (2006), illicit discharges can be separated into three (3) categories based on frequency of discharge:

1. **Transitory Illicit Discharge:** These are typically a one-time event. They can result from spills, dumping, and line breaks. These types of discharges are often the most difficult to investigate and trace back to their source. Methods for reducing this type of discharge are to: educate the public on storm water and illicit discharges; establishment of a "hotline" telephone number for the public to call if any discharges are observed; and education of the communities' investigative responses to sources of illicit discharges.
2. **Intermittent Illicit Discharge:** These are typically discharges that occur occasionally. They can occur several hours per day, week or over the course of a year. They can happen as the result of line breaks, cross connections, wash water discharges, or intermittent releases into a commercial business storm drain. Again, the establishment of a "hotline" telephone number for the public to call if any discharges are observed is recommended.
3. **Continuous Illicit Discharge:** These direct connections into the MS4 can be from sanitary sewers, cross connections, infrastructure problems with a sanitary sewer system, or malfunctioning household sewage treatment systems (HSTS). This type of discharge is the easiest to find, investigate, trace and eliminate from the MS4. These types of discharges also have the greatest impact because of the constant pollutant loading into a water body.

When differentiating between a spill and a discharge, the following definitions will be used:

1. **Spill:** When used with reference to a pollutant, means a discharge, into the natural environment from or out of a structure, vehicle or other container, and that is abnormal in quality or quantity in light of all the circumstances of the discharge.
2. **Discharge:** Any direct or indirect release to an MS4 that is not composed entirely of storm water, except for those releases pursuant to a NPDES permit.

Spills are a type of discharge, but due to their increased threat to public health or the environment, are handled more cautiously and promptly. It is likely that spills will be transitory or intermittent types of discharges; when a spill is encountered follow section [B].

Transitory and Intermittent Illicit Discharges

1. [A] During the site inspection the following must be documented:

- I. Gather information. If the owner is present, or the person who caused the discharge, determine the type of contamination.
- II. The responsible party's name, address, and phone number.
- III. Determine if the discharge represents an immediate threat (see definitions), and if so handle as outlined below in Spills. If not, continue to letter [C].

[B] Spills:

- I. Though spills may be identified in various ways. It is likely that most spills will be reported via telephone. Spills not reaching the threshold of reporting required by the OEPA may be handled by the Health Department. See the document entitled, "Release Reporting of a Hazardous Substance" for reporting criteria. First, as much information as possible should be collected during the first phone call (or upon finding a spill during inspection.) If insufficient information is available, other individuals involved with the spill should be contacted, so a complete picture of the incident can be obtained. If MSDS sheets are available, they should also be collected. If the spill seems to be an immediate threat to health, the individuals involved should be warned to **GET OUT OF THE AREA, and RESTRICT ACCESS TO THE PUBLIC.** Regardless of the type or size of spill, they should **BE WARNED OF THEIR STATUTORY RESPONSIBILITY TO REPORT SPILLS TO THE OEPA.**
- II. Upon collecting the necessary information, the appropriate agencies should be contacted for response to the incident. This may include: local fire department, police or sheriff, HAZMAT or OEPA
OEPA Spill Hotline at **1-800-282-9378**).
- III. If the spill is minor in nature, and after consultation with OEPA, (when necessary), it is decided that the Health Department should follow-up, do the following and continue to letter [C] below.
 - Use caution and the appropriate PPE.
 - Take pictures of the contamination and site.
 - Document recommendations/findings.
 - If the responsible party is not present, leave an orange official notice card marked "Illegal discharge to storm sewer."

[C] Discharges: Instruct the responsible party to clean up the contamination, if they can do so safely, or utilize a private contractor.

[D] Within three (3) business days issue notice of violation to the offender and include an informational packet on illicit discharges. If the source of contamination is unknown, educational material can be distributed to homes/businesses that are affected or could be

the source. Follow up under the nuisance policy guidelines and the MS4 enforcement flow chart. Timeframes for correction may be adjusted based on the type of contamination, severity, and with supervisor permission.

- [E] Enter the information collected into the MS4 Software.
- [F] If it is a repeated Intermittent Discharge (i.e. there are multiple responses at the same address), complete procedures [A-D], and then follow the procedures for environmental nuisances starting at Page 5 and the MS4 enforcement flow chart.

Continuous Illicit Discharge

1. [A] See Procedures for Environmental Nuisances and MS4 enforcement flow chart.

Procedure for Environmental Nuisances:

- [A] After receiving a **signed** complaint form, the following information must be entered into HDIS: location, complaint, the property owner's name, address and phone number, complainant's name, address and phone number, program number and description, type of complaint, inspector's name, political subdivision and date received.
 - I. The information provided by the complainant should be checked to assure accuracy, including property owner name, address and phone number etc. If the property is not occupied by the owner, the tenant must also be issued the order and all subsequent orders. If the property is owned by a corporation use the Secretary of State's website to determine the Statutory Agent. For more help in determining ownership or property information use the following websites:
<http://www.auditor.co.stark.oh.us/>
<http://www.engineer.co.stark.oh.us/>
http://www.co.stark.oh.us/internet/HOME.DisplayPage?v_page=recorderr
<http://www.sos.state.oh.us/>
- [B] A visit to the site of the alleged nuisance must be completed within three (3) working days to ascertain if the complaint is justified.
 - I. If complaint is not justified, phone the complainant and explain the situation. Then send both the complainant and property owner letters stating the situation and mark file abate/complete in HDIS.
 - II. If complaint is justified, contact the property owner by phone if possible, and explain the situation. Then send **SO (Sanitarian Order)** by regular mail to the property owner identifying the problems and methods of correction, including a time frame for re-inspection and abatement. Also, contact the complainant by phone if possible and explain the

situation and then send a copy of the SO to the complainant.

- III. If the nuisance involves a discharge or community wide sewage problem that is not entirely composed of storm water into a storm drain system, the location must be reported to Phase II personnel.
- IV. If the nuisance involves a licensed facility, refer to Resolution #4-2006 (Appendix J).

[C] **DOCUMENT! DOCUMENT!**

All inspections, phone conversations and in-person conversations with the property owner or complainant, must be logged in-detail in HDIS along with the date any letter was sent. After entering any new information to the file, print a copy and keep it with the hard file. Pictures are also helpful and must be labeled and dated and remain in the hard file. Any letters relating to this case, must be signed, copied and left in the hard file. Any certified mail stubs must be left in the hard file.

The date an order expires should be marked in a daily planner or tracked in HDIS so that an inspection may immediately follow.

[D] **Recommended Time Frames for Compliance**

Sewage Nuisances: allow the offender thirty (30) days to comply

Garbage Nuisances: allow the offender seven (7) days to comply

Solid Waste Nuisances: allow the offender thirty (30) days to comply

(In some cases, additional time may be needed and granted. Extensions are usually based on the size of the problem, weather, etc.)

Re-inspection:

[A] Within two (2) days of the SO compliance date, an inspection must be conducted.

- I. If the nuisance has been corrected, phone the complainant and explain. Then send a compliance letter to the owner and complainant. In the letter state that the nuisance has been abated and mark the file abated/completed in HDIS.
- II. If the nuisance has not been corrected, prepare a **PHO (Public Health Order)** within one week of inspection. The PHO should be addressed to the property owner and again include the problems and another time frame for compliance. The letter should be sent via regular or certified mail. Also call the complainant again explaining the situation and send them a copy of the PHO.
 - a. Before a **PHO** is sent it must be checked by the Unit Manager, Division Director and Prosecutor. The letter must then be signed and dated by the Health Commissioner. In some special cases the reviewers may opt to issue an Order from the Board of Health.

[B] Reasonable time extensions of the SO may be granted if justified by extenuating circumstances (when in doubt consult the Unit Manager). Such extension should be, at most, occasional and may range from ten (10) to fourteen (14) days. Any additional time beyond this extension must be approved by a Unit Manager and/or Division Director.

[C] Within two (2) days of the PHO compliance date, an inspection should be conducted.

- I. If the nuisance has been corrected, phone the complainant and explain, and then send a compliance letter to the owner and complainant. In the letter state that the nuisance is abated and mark file abated/completed in HDIS.
- II. If the nuisance has not been corrected, notify the complainant it will be forwarded to the prosecutor, by completing a complaint package.

[D] Summary of Orders **SO > PHO > Lawsuit/ Complaint Package**

Lawsuit:

[A] A Complaint Package must be compiled and reviewed by the Prosecutor. The package should include all of the following:

- I. Complaint Preparation Form (Appendix E)
- II. Verification, must be signed and notarized on bond paper. (Appendix F)
- III. PHO copy

[B] Upon submission of the complaint package, the Prosecutor's office will prepare the formal complaint and notify the sanitarian of the court date and time.

Lawsuit Follow-up:

- [A] If the nuisance has not been corrected after the court allowed timeframe an affidavit, which is the basis for a motion to show cause for contempt of court must be prepared on bond paper and submitted to the Prosecutor's office (Appendix G).
- [B] Upon submission of the affidavit, the Prosecutor's office will prepare the contempt papers and notify the sanitarian of the second court date and time.

Other:

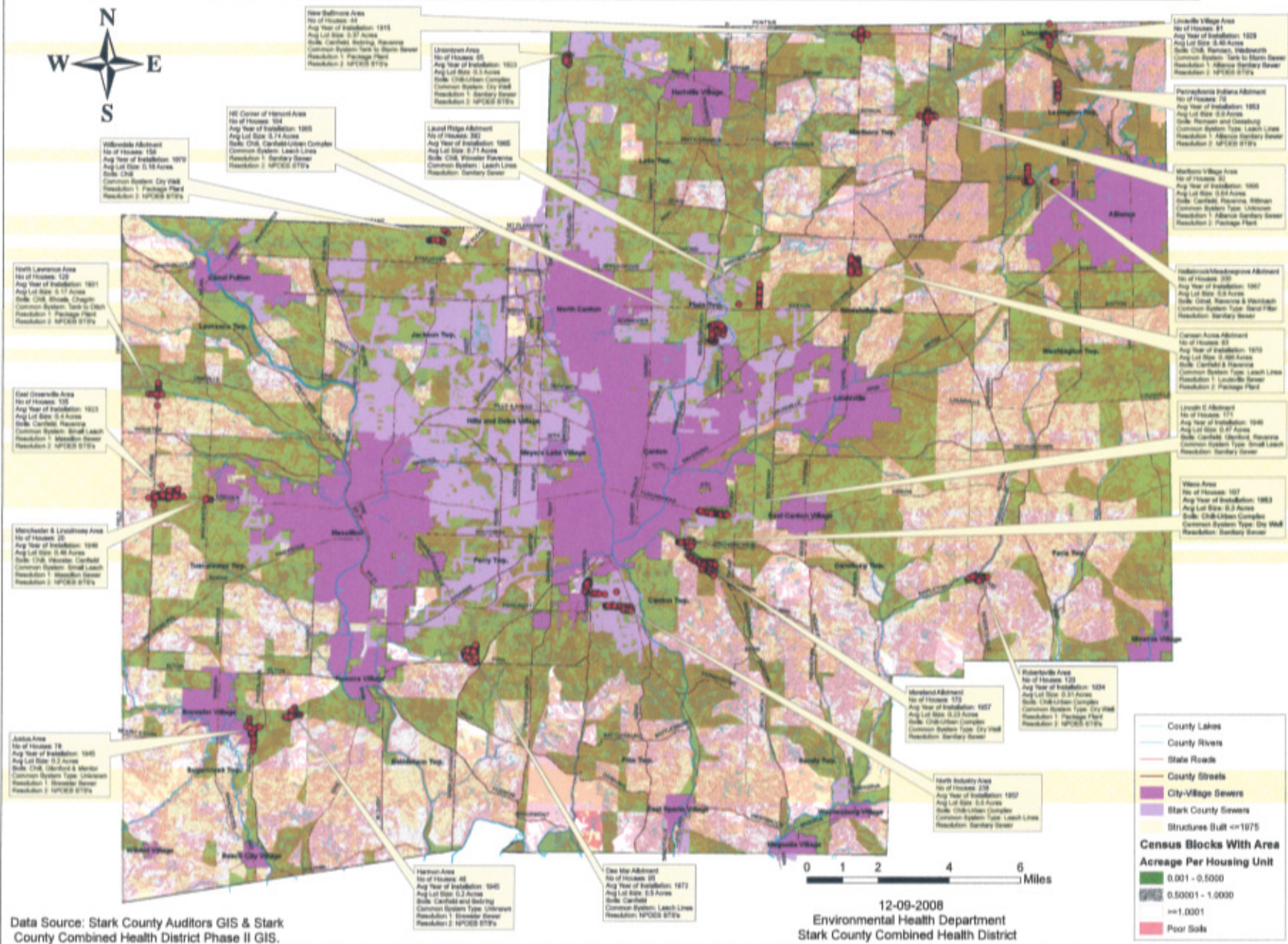
- [A] If a nuisance case is open for over a month, monthly correspondence with the complainant is necessary. In most cases a phone conversation is acceptable, and should be logged accordingly.

- [B] The majority of nuisance cases are handled in the above manner. However, if an imminent threat to public health exists, the Health Commissioner (or board) can issue orders for immediate abatement. If compliance is not obtained, a temporary restraining order or preliminary injunction can be sought through the Court.

APPENDIX E

Stark County Health District HSTS Problem Areas

STARK COUNTY HEALTH DISTRICT HSTS PROBLEM AREAS



Data Source: Stark County Auditors GIS & Stark County Combined Health District Phase II GIS.

12-09-2008
Environmental Health Department
Stark County Combined Health District

APPENDIX F

IDDE Program Evaluation Form

Evaluating the Program

To effectively evaluate your program, a number of questions need to be asked and analyzed.

- 1) Evaluate priority areas within your community:
 - a) Were these areas identified initially?
 - b) Are these areas still appropriate to be a priority area?
 - c) Have illicit discharges been located in these areas?
- 2) Detection Program
 - a) Is the program effective? Need to reassess the program by determining what has been achieved. Look at number of outfalls inventoried, the number visually inspected, the number that had dry weather flows and look at the overall percentages of these flows as part of your overall storm sewer system for your community.
 - b) Cost effectiveness: What aspects of the program had the highest quality of effectiveness in relationship to cost?
 - c) Number of illicit discharges detected utilizing each detection method (will assist to see what method is more effective).
- 3) Tracing Program
 - a) What techniques were used?
 - b) Were these methods successful?
 - c) What techniques that were not used would be beneficial for next year?
 - d) How many illicit sources were identified and eliminated?
- 4) Other
 - a) If using water quality sampling, resample areas within community to determine effectiveness of the removal of illicit discharges.
 - b) Determine how much time was spent by employees and expenses to determine overall cost for achieving a given result.

Establish a Tracking and Reporting System

It is important that a tracking system be developed. This system is to track, report and respond to illicit discharge problems. This tracking system enables the community to measure the IDDE program effectiveness and assists with the evaluation of the overall IDDE program.